

## PROCEEDINGS OF THE BROWN COUNTY ADMINISTRATION COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Administration Committee** was held on Thursday, March 25, 2010 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin

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**Present:** Tom Lund – Chair, Jack Krueger, Tony Theisen, Patty Hoeft, Andy Williams  
**Also Present:** Tom Hinz, Jayme Sellen, Supervisor Nicholson, Kerry Blaney, Shelly Nackers, Debbie Klarkowski, Lynn Vanden Langenberg, Bill Dowell, Nathan Curell, Bob Heimann, Robyn Hallet, Rob Strong, Matt Schampers, Other Interested Parties

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I. **Call Meeting to Order:**

The meeting was called to order by Chairman Tom Lund at 5:30 p.m.

II. **Approve/Modify Agenda:**

**Motion made by Supervisor Krueger and seconded by Supervisor Theisen to approve.**  
**MOTION APPROVED UNANIMOUSLY**

III. **Approve/Modify Minutes of February 25, 2010.**

**Motion made by Supervisor Theisen and seconded by Supervisor Krueger to approve.**  
**MOTION APPROVED UNANIMOUSLY**

1. **Review of Minutes**

- a. Facility Master Plan Subcommittee (January 26, 2010).
- b. Facility Master Plan Subcommittee (February 8, 2010).
- c. Housing Authority (February 15, 2010).

**Motion made by Supervisor Krueger and seconded by Supervisor to suspend the rules to handle Items a, b and c together. MOTION APPROVED UNANIMOUSLY**

**Motion made by Supervisor Krueger and seconded by Supervisor Theisen to receive and place on file Items a, b & c. MOTION APPROVED UNANIMOUSLY**

*Supervisor Williams arrived at 5:32p.m.*

### **Communications**

2. **Communication from Supervisor Nicholson re: Review the funding of the Housing Authority. (Held from February Meeting.)**

Supervisor Nicholson stated that he had brought this forward because he would like to know how much money is coming from the Federal Government to this area in Section 8 vouchers. He stated he believed it was \$12 million.

Rob Strong referred to the year end summary that was included in the agenda packet (attached) and stated that the Brown County Housing Authority operates a number of different activities with the Housing Authority being the biggest of the programs. Strong briefly went through the 2009 revenues. 10% is roughly Administrators costs. Section 8 is on a per unit basis and it is not a percentage but a flat fee per unit. The Housing Assistance Payments is the amount paid out to the tenants to assist them in their housing costs which had gone down since 2008. Those numbers fluctuate from year to year depending on the size of units, number of people in a family and based on their income. A family of six with a low income, the pay will be higher vs. a two person household with a good income. The Net Assets at the End of Year, those are funds received and set aside for various programs and some are State

and Federal programs that the Housing Authority had ran for the last 20 years. There are programs they still receive loan rate payments from which are accumulating and listed under Restricted and Unrestricted Net Assets. The amount that goes towards the Housing Choice Voucher program is \$1.5 million that they have available. The Change in Net Assets is at a negative number because HUD is trying to use up any surplus that they have on hand. They anticipate that it will happen next year as well. They try to get the reserves down at a reasonable amount so that no community is stockpiling money and not using it for the housing programs. They carry through a balance every year.

Matt Schampers, Housing Authority Accountant, stated that the operating revenue was formula driven on the HUD side. They are given the subsidy and it is based on what Congress approves and the percentage of the funding rate. Nicholson questioned what causes the formula to be driven for an increase. Schamper stated it is unknown but the biggest thing is what Congress appropriates, they never give full appropriation usually but HUD makes a request to Congress, Congress gives an X amount of dollars that is split up. Strong added that the number is based on an average of usage over a period of time in a preceding year. The answer is unclear because HUD changes the time frame and that becomes the base. The formulas change based on what they use as their barometer on how much money they anticipate they will use up in a year. Rent allowances change from year to year and they take that into consideration as well. There are a number of factors that are taken into consideration (how many applicants, how many people are on the waiting list, etc.).

*Supervisor Hoeft arrived at 5:38 p.m.*

Nicholson stated he had run into Mr. Strong and requested a map of Brown County where the vouchers are established. Strong stated he had that information and will get it printed out and sent to Nicholson. Nicholson would like a copy forwarded to all the Board members as well. Nicholson requested that the committee have a comparison of Brown County to an equivalent population somewhere in the United States (from 200,000 to 275,000) on their Housing Section 8 Program.

Supervisor Theisen stated that he was informed that it was not Section 8 any longer but that the program was called Housing Choice Voucher Program. Program Housing Administrator Robyn Hallet responded that it was same program but that they moved away from the term Section 8. Strong stated that at one point they had certificates and vouchers and when they converted to vouchers only is when they called it Housing Choice Voucher Program.

Supervisor Krueger questioned that in comparing Brown County with other counties nationwide wouldn't the information vary greatly because of the additional programs under the Brown County Housing Authority. Strong responded that it is the same program throughout the country. Green Bay was an experimental city when the program was started and because of that they have received a higher number of vouchers and certificates and noted that they will see the numbers for a county our size we will have a higher percent. Hallet stated in addition to that they have a lot less public housing than other communities have. Which Brown County Housing Authority does not have any public housing so that is going to affect. Brown County will want to compensate for that by having sufficient number of vouchers for families. Strong stated it was a conscience decision once the Housing Allowance Program began, they felt it was a better program to allow people to have a selection of where they wanted to live rather than build large buildings that house many people. In Green Bay they only have 50 units of family public housing and they are scattered throughout the city. They have one elderly project, Mason Manor which is 153 units. They stayed out of the public housing realm.

Krueger questioned the decrease in the Housing Assistance Payments and if it was reflected in the money that was drawn down by HUD. Schamper stated that it was because the previous years they were spending down their reserve because they had a large reserve and in 2009 they were caught up so they slowed down the over spending.

Lund questioned if there was a situation where there was a large layoff in Brown County

would there be emergency funding through HUD. Hallet stated that she had not heard of any such situation. Strong stated that at the County Board meeting there were about a dozen questions/issues that the Board wanted the Housing Authority to look into and he noted that they were presently chipping away at those as they have time. One question was can they give a preference to a person who was laid off and the answer they got was that there was no way they could do it. Hallet stated that she had discussed this with representatives from HUD to determine if there was a way to set up such a preference and it opened up other questions such as what constitutes a layoff, what if their hours are reduced, what if they worked elsewhere and moved to Brown County after they were laid off. There were so many questions that had to be considered that it didn't seem an option. Schamper added that they can't request funds in an emergency but frequently there will be new grants given when it's a federal recognized emergency such as floods in the past. They will then say these are special grants and you will be given the money.

Supervisor Williams stated that its not that they received less in 2009 vs. 2008, it's that the \$12 and \$13 million is what was paid out. Schamper stated that they had received an additional million and a half because of what had been paid down in 2008. Since they had slowed it down Schamper anticipated it going down in 2010.

Williams stated that he had attended one of the HUD meetings with regards to the program abuse problem. He stated there had been a number of cases that the DA's office did file of the people that were abusing. He personally felt that they should be going after a charge. Its not that he wanted anyone to go to prison, he felt it was important to make a statement that if you are going to abuse a program we are going to get the conviction so you do not go to another county and try and get on benefits there and abuse their programs. It's also a question of if we are attracting people here or are we helping the taxpayers of Brown County. It's supposed to be a safety net, not a way of life and it's frustrating that the county can't find a way around that. Hallet stated with regards to going to other communities to get housing assistance there is a program through HUD called Enterprise Income Verification (EIV) System. There is a new component to that which requires housing authorities to enter into that system if a client owes money. Other housing authorities who are required to use that system will receive notification that the person owes money to another housing authority and they will be denied assistance. In addition, they have started making referrals to the DA's office to criminal prosecute families. For the past 2-3 years they have been taking families to small claims court to get repayment, judgments placed against them. It puts them into the trip system, Wisconsin Department of Revenue Tax Intercept Program, so that if they don't stay current on their repayments it will capture the money through interception of their taxes. Williams encouraged that if they ever receive resistance from any other department to come back to the County Board. He felt it was a fair component to people that are receiving benefits because they end up hurting the people that really need the benefit if they aren't using they program properly. Hallet informed that ICS had stepped up the measures to tell families about the repercussions for fraud in their briefing packet. Strong pointed out that "other operating revenues" on the budget sheet include fraud recovery. The DA's office had been working really well with them. It also saves them money with not having to pay small claims court fees in working with the DA's office.

Strong noted that he had sent a letter to HUD asking if someone is not working full time after living off the program for three years, could they terminate them from the program. Williams questioned if it could be tied to unemployment benefits or have it a preference; Strong responded that as of right now they have not been able to find a way to assist those people quickly according to their preferences.

Theisen questioned anecdotally whether or not the people who have been applying for services are people who have worked for years but have recently lost their job. Hallet felt that it was nothing statistically based and stated she had heard from clients on several occasions that they never had to use these services before; this is my first time, etc. The lowest preference is for non residence, which they haven't had to call into the program for eight years, the next lowest preference is Brown County residents who are not elderly or disabled and don't have children in their household, the wait time for services is a year and is

considered a smaller category, Brown County residents who have children have a wait time of six to nine months this is that largest category, and Brown County elderly, disabled and veteran residents have a three to six month wait for assistance.

A brief discussion ensued with regards to moving to another community (also known as porting out). The housing choice voucher program is designed to allow families to move without the loss of housing assistance. Moves are permissible as long as the family notifies the PHA ahead of time, terminates its existing lease within the lease provisions, and finds acceptable alternate housing. Under the voucher program, new voucher-holders may choose a unit anywhere in the United States if the family lived in the jurisdiction of the PHA issuing the voucher when the family applied for assistance. Those new voucher-holders not living in the jurisdiction of the PHA at the time the family applied for housing assistance must initially lease a unit within that jurisdiction for the first twelve months of assistance. A family that wishes to move to another PHA's jurisdiction must consult with the PHA that currently administers its housing assistance to verify the procedures for moving. Hallet informed that there are two options when someone transfers their assistance. Either the receiving Housing Authority can absorb them into their program or they can bill. Billing is where our housing authority would be sending money to client from their budget. When people transfer into Brown County, Brown County Housing Authority bills for the first year and then if the funding situation allows the participant, they are then absorbed into Brown County's program. Theisen requested that an amount of porting in and porting out numbers be presented to the committee yearly.

**Motion made by Supervisor Theisen and seconded by Supervisor Krueger to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

3. Communication from Supervisor Lund re: To refer to Administration that any employee who would voluntarily submit to a yearly health assessment and maintains a proper weight and level of fitness would be eligible for reimbursement regardless of affiliation with a health club. (Held from February Meeting.)

**Motion made by Supervisor Krueger and seconded by Supervisor Williams to hold for one month. MOTION APPROVED UNANIMOUSLY.**

4. Communication from Supervisor Knier re: Adopt a resolution requiring a salary study for each position and candidate filled by appointment. (Held from February Meeting.)

**Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

5. Communication from Supervisor Knier re: Require Human Resources to provide cost of living adjustments based on location when providing comparable salary numbers. (Held from February Meeting.)

**Motion made by Supervisor Krueger and seconded by Supervisor Theisen to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

- #5a Communication from Supervisor Johnson re: Request to study the possibility of the 2<sup>nd</sup> floor conference room be made into a training center for I.T. Department.

Heimann explained that Supervisor Johnson was on the 5<sup>th</sup> floor of the Northern Building and she felt that the IS Department was crowded and questioned why IS didn't move back to the 2<sup>nd</sup> floor of the Sophie Beaumont building. Heimann stated that there wasn't the same space that used to be there. He assumed that Johnson was suggesting to move IS back to Sophie Beaumont but first figure out how to find the space to do it. Theisen felt that these types of communications should come directly from the department heads because they know what their needs are rather than County Board Supervisors. He stated that department heads could ask for the Boards support but it should be their request.

**Motion made by Supervisor Williams and seconded by Supervisor Theisen to receive**

and place on file. **MOTION APPROVED UNANIMOUSLY.**

#5b Communication from Supervisor Scray re: With fears of revenue from State and Federal sources being cut, I am asking each Department Head to decide ahead of time where they could cut another 10%, if needed, while doing their budget process. This may include mandated services that department heads feel are not beneficial to County and the penalties are not severe.

Lund stated that at the Human Services Committee meeting they had agreed that they had all taken an oath of office to uphold the laws of the State of Wisconsin. If they told a Department Head not to do a mandated service and pay a penalty they would be dereliction of their duties. How the communication is read there is no way they can support that type of thing. They don't know how much revenues are going to be down from the State, they don't know how their equalized value would be in the County and decisions are going to be made at the time of the budget.

Supervisor Hoeft stated she was in favor of the intent of what the request is trying to do and stated she felt it was similar to what Supervisor Haefs had asked the supervisors to consider the previous month. She stated it was part of a trend that because of the struggling economy and the forecast that are predicting revenues are going to be low this next budget year, this may be one of the worst budget cycles because there will not be another one time stimulus funding to prop the County up. Governments across the country are moving to a different way of budgeting, a different process and they need to look ahead and use some of the tools that are being used across the country for financial forecasting. In doing so, it will identify today what kinds of revenues are available for the County to fund services for next year. Hoeft felt it would be good to start a budget cycle at the beginning and decide what the goals are for the upcoming year. She felt the County Executive was right on when he set the LEAN management practices. The economy is forcing change. Any time a building is built the County is making a commitment to maintaining that structure. Any decision that is made the County is committing the future to something. Lund responded that the County is Executive driven and it is up to the Executive to bring forward the budget. Hoeft responded that the Board decides what to spend the money on and the Executive decides how.

Supervisor Williams stated that the numbers are what they are in the end and it takes people to maintain that focus. Hoeft responded that the numbers are arbitrary; the point is to start the conversation now rather than in October about what stays and what goes.

Executive Hinz stated philosophically he doesn't agree with the 10%. When it's said that there will be a 10% cut across the board that's like saying you are all doing equally bad/equally well. Then you have to factor in the enterprise groups and the 24/7 operations which is difficult to do. Hinz gave a brief explanation of the budget process within his office and stated when the budget is presented in October it is an objectively fair budget. He stated regarding cutting mandated services, he as well took an oath to uphold the constitution and do things right. Brown County can't expect to bend the rules and expect others to not bend the rules, philosophically and ethically it's not right.

Supervisor Theisen stated he agreed with what they all had to say and further discussed his reasoning which reiterated each of their comments.

Supervisor Krueger felt that during his and Lund's tenure leadership they implemented better reporting from the departments. He felt the work and tools were there to do the legislative part of it and each supervisor can be preparing their own information on a monthly basis. Hoeft stated she felt that they weren't talking about the same thing. The spirit of what Supervisor Scray is trying to make known to the Board is that they have to start using more kinds of tools to look into the future and not always look behind. It's to add an element to the process. The economy and the way its struggling demands strategic vs. reactive. Lund stated that he would like to see a Legislative Subcommittee enacted because he felt the committee was a way of dealing with what other counties were doing and was a more informal setting to get information to the Board. He felt that it was overlooked the last two years. Hoeft felt that it

would be a great tool to have some kind of county wide report brought to the County Board.

**Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

**General Fund Transfer**

6. District Attorney - Budget Adjustment Request (#09-152): Interdepartmental reallocation or adjustment including reallocation from the County's General Fund.

Susan Tilot from the District Attorney's Office stated that they had received on March 19, 2010 their Juvenile Accountability Block Grant payment for the latter half of 2009 for \$8,426 which would mean they only need \$924 from the General Fund.

**Motion made by Supervisor Williams and seconded by Supervisor Krueger to approve \$924. MOTION APPROVED UNANIMOUSLY.**

**Facility & Park Management**

7. Budget Status Financial Report for December 31, 2009.

**Motion made by Supervisor Williams and seconded by Supervisor Theisen to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

8. Initial Resolutions Authorizing the Issuance of Not to Exceed \$21,265,000 Corporate Purpose General Obligation Bonds of Brown County, WI in one or more series at one or more times.  
a. Facilities Department – Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$643,200.

Dowell stated there were three projects and provided a handout re: Courthouse Roof Study for Brown County (attached). Dowell stated that about six months ago he came before the committee to present the roof study and noted that they had a problem with the roof for a number of years which was repaired and patched but there were some significant leaks also causing internal damage. He recommended replacing the two flat roofs, repairs to the copper roof and to replace the copper gutters. After repair of roof, repair the inside of the building.

Dowell stated in continuation of the parks upgrades this is the fifth upgrade of a five year plan that will pave and extend the Fonferek Glen parking lot. Last year they did Way-Morr parking lot and the year before the Brown County Park. Several years back there was a study identifying the parks and this is the fifth one of the plan. Krueger stated he was not in favor of the Fonferek's Glen County Park Driveway Project due to the fact that this year is going to be one of the toughest years. He felt that Fonferek was not utilized anywhere near its capacity and the traffic can handle the current driveway. Dowell stated the parking lot was very small and they were looking to expand the parking lot for parking because the people were currently parking on the grass. Lund suggested bringing in gravel for the time being and then in the future when there are better times then spend the money to have it paved. He stated that this was a mid-urban environment and felt that the gravel fit the look and feel. Supervisor Williams agreed stating that some people go to places like this just for the feel.

Dowell stated that the paving costs would be \$50,000 and the goal is to provide nice parks for all citizens and this is continuing with that concept. He felt Brown County was very fortunate to have these parks and they do put a lot of effort in maintaining them as they do with buildings. This is a difficult year but he felt they have to think long term, this is a long term project that started 10 years ago and they have been very successful in continuing with implementing that plan.

Supervisor Theisen stated he appreciated Dowell's commitment but he was not convinced that there was a need to pave at this time.

Dowell went on to discuss the Courthouse wiring project stating that the County is changing all their phones to IP phones which uses voice over IP technologies allowing telephone calls

to be made over an IP network such as the internet instead of the ordinary PSTN system. The Courthouse had 142 phone lines that they are paying monthly fees on and in upgrading and changing over they will save \$26,000 a year.

Dowell emphasized the savings with the LEED project and stated so far they have received two rebates back for a total of \$120,000, also saving \$70,000 a year in electricity and utilities.

With regards to solar hot water projects, through the Block Grant Projects, which is stimulus money specifically for energy efficiency and renewable projects, Brown County received \$600,000. The money was allocated to six energy projects including the jail solar hot water project. Dowell stated that solar hot water at the jail makes sense but without the grants he wouldn't recommend it for stand alone projects. He stated they had received a second grant for \$70,000 for this project. Lund asked if Dowell could provide him with some of the complexities of the project such as how it works, etc. He found it very interesting.

**Motion made by Supervisor Krueger and seconded by Supervisor Theisen to approve \$593,200, excluding the funding for the Fonferek Glen Parking project. MOTION APPROVED UNANIMOUSLY.**

9. Director's Report:

Dowell provided a handout (attached) re: Major Projects 2010 and briefly went through the remaining projects not previously discussed.

Regarding Item #7 – MET Tower; this item was part of the overall energy program, part of the Sustainability Plan and part of the 25 by 25 Plan. This particular project is to measure wind in the 1,500 acres of the future south landfill site. The Energy Committee selected that area for feasibility for future wind to help meet the 25 by 25 goal. It's in the planning stage and had been budgeted for. To implement it Dowell will come back to the committee with bids for contract award approval ideally in six months.

Dowell pointed out that there is a landfill gas/electricity project at another landfill site that generates electricity from the gas. There is about nine million kilowatt hours of energy out of that site and it will produce electricity in about 10 years. The nine million kilowatt hours is over a third of the 21 million kilowatts being used in Brown County.

**Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

Dept. of Administration

10. Budget Status Report for December 31, 2009.

**Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

11. 2010 Budget Adjustment Log.

**Motion made by Supervisor Theisen and seconded by Supervisor Krueger to approve. MOTION APPROVED UNANIMOUSLY.**

12. Director's Report.

Administration Director Lynn Vanden Langenberg stated she and Treasurer Kerry Blaney had worked with Associated Bank who still holds the Human Services account for their patient payee services. She stated that they had placed an ACH block on the account which protects anyone from accessing it through the internet. They are also looking at implementing positive pay which is when checks are written, they send the file to the bank and if it doesn't have a good match, they won't process it. They are working to strengthen some of the controls with the patient payee account. Vanden Langenberg stated that this is already in place with the

County's Chase Operating Account.

**Motion made by Supervisor Hoeft and seconded by Supervisor Williams to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

**Information Services**

13. Director's Report.

IS Director Bob Heimann referred to his Director's Report in the packet and spoke briefly in regards to the staffing shortage information provided.

**Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

**Human Resources**

14. Budget Status Financial Report for December, 2009.

**Motion made by Supervisor Williams and seconded by Supervisor Krueger to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

15. Human Resources Activity Report for February 2010.

**Motion made by Supervisor Williams and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

16. Director's Report.

Human Resources Director Debbie Klarkowski stated that Ms. Vanden Langenberg will be moving to HR on April 5, 2010. HR continues to recruit for the Director of Administration and have done some preliminary interviews. They have reassigned some of the duties and Ms. Vanden Langenberg will be bringing the bonding with her to HR. Legislative Assistant Jayme Sellen will step in and help from a budget planning standpoint. When looking at other counties Brown County's salary range for this position is a little low and based on the top five candidates it is about 6% below where the candidates are with their current salary. Lund stated they will have to look at salary or they will have to take someone who is a "work in process". Klarkowski stated she believed next month they will have a recommendation to reevaluate the salary. The current salary range is \$78,800 to \$93,900 and of the top five candidates their current salaries are \$75,000, \$95,000, \$108,000, and \$110,000.

**Motion made by Supervisor Williams and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

**Child Support**

17. Budget Adjustment Request (#10-27): Increase in expenses with offsetting increase in revenue.

**Motion made by Supervisor Williams and seconded by Supervisor Theisen to approve. MOTION APPROVED UNANIMOUSLY.**

18. Budget Status Financial Report for December, 2009.

**Motion made by Supervisor Williams and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

19. County Clerk - Budget Status Financial Report for December, 2009.

**Motion made by Supervisor Krueger and seconded by Supervisor Hoeft to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

**Treasurer**

#19a Treasurer's Financial Report for the Month of December.

**Motion made by Supervisor Theisen and seconded by Supervisor Williams to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

#19b Budget Status Financial Report for December, 2009.

**Motion made by Supervisor Krueger and seconded by Supervisor Theisen to receive and place on file. MOTION APPROVED UNANIMOUSLY.**

**Corporation Counsel** No agenda items.

**Other**

20. Audit of Bills.

**Motion made by Supervisor Theisen and seconded by Supervisor Hoeft to pay the bills. MOTION APPROVED UNANIMOUSLY.**

21. Such other Matters as Authorized by Law. None.

**Motion made by Supervisor Krueger and seconded by Supervisor Hoeft to adjourn at 7:50 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

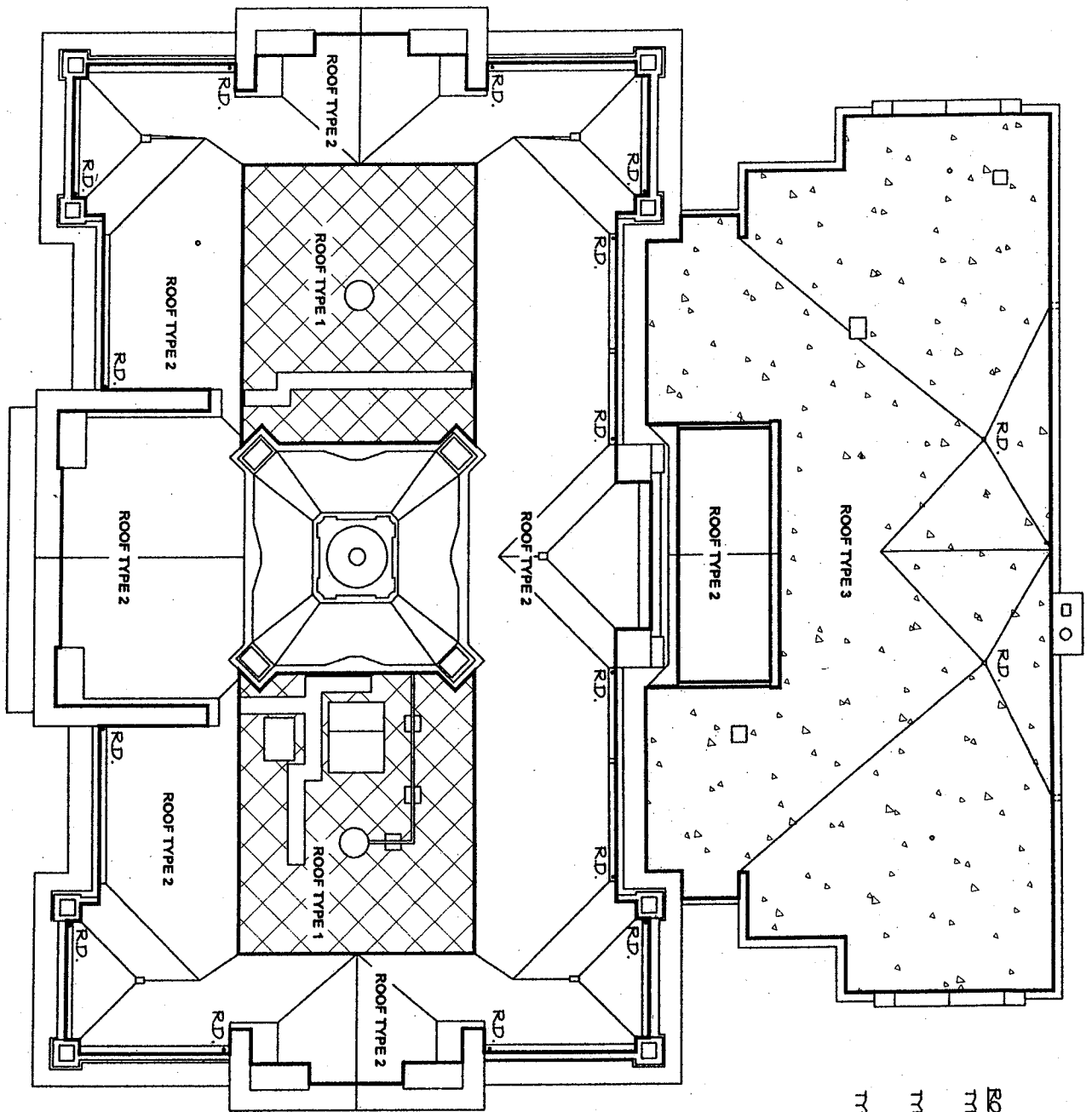
Alicia A. Loehlein  
Recording Secretary

**BROWN COUNTY HOUSING AUTHORITY****Statement of Revenues, Expenses and Changes in Net Assets****Year Ended December 31, 2009****(With summarized financial information for the year ended December 31, 2008)**

	2009	2008
Operating Revenues		
HUD Operating Grants	\$ 13,779,049	\$ 12,323,126
Other Operating Revenues	92,139	343,565
Total Operating Revenues	<u>13,871,188</u>	<u>12,666,691</u>
Operating Expenses		
Administrative	1,528,991	1,462,806
Tenant Services	2,768	126,180
Ordinary Maintenance and Operations	206	-
General Expenses	9,345	16,687
Housing Assistance Payments	12,752,003	13,307,066
Depreciation	5,915	2,961
Total Operating Expenses	<u>14,299,229</u>	<u>14,915,700</u>
Operating Income	(428,040)	(2,249,009)
Nonoperating Revenues (Expenses)		
Interest	10,713	110,060
Change in Net Assets	(417,327)	(2,138,949)
Net Assets at Beginning of Year	5,341,754	7,273,097
Prior Period Adjustments	<u>123,587</u>	<u>207,604</u>
Net Assets at Beginning of Year, as Restated	<u>5,465,341</u>	<u>7,480,701</u>
Net Assets at End of Year	<u>\$ 5,048,013</u>	<u>\$ 5,341,752</u>

**BROWN COUNTY HOUSING AUTHORITY****Statement of Net Assets****December 31, 2009****(With summarized financial information as of December 31, 2008)**

	<b>2009</b>	<b>2008</b>
<b>Assets</b>		
<b>Current Assets</b>		
Cash	\$ 5,000	\$ 5,000
Investments	4,523,765	3,690,973
Accounts Receivable	139,760	84,972
Prepaid Insurance	2,066	2,826
<b>Total Current Assets</b>	<b>4,670,590</b>	<b>3,783,771</b>
<b>Noncurrent Assets</b>		
Capital Assets, Net	12,403	18,317
Deferred Loans Receivable	1,656,792	1,656,419
<b>Total Noncurrent Assets</b>	<b>1,669,196</b>	<b>1,674,736</b>
<b>Total Assets</b>	<b>6,339,786</b>	<b>5,458,507</b>
<b>Liabilities</b>		
Accounts Payable	5,639	29,410
Accrued Compensated Absences	444	3,296
Other Current Liabilities	100,884	84,048
Prepaid Hud Contributions	1,184,805	-
<b>Total Liabilities</b>	<b>1,291,773</b>	<b>116,755</b>
<b>Net Assets</b>		
Invested in Capital Assets	12,403	18,317
Restricted Net Assets	2,683,337	2,990,530
Unrestricted Net Assets	2,352,273	2,332,905
<b>Total Net Assets</b>	<b>\$ 5,048,013</b>	<b>\$ 5,341,752</b>



**ROOF TYPES**  
 TYPE 1 - FULLY ADHERED EPDM MEMBRANE  
 2 AREAS AT 1,524 SF. = 3,048 SF.  
 TYPE 2 - 20 OZ. STANDING SEAM COPPER  
 AREA APPROX. 7,600 SF. IN PLAN  
 TYPE 3 - STONE BALLASTED EPDM MEMBRANE  
 AREA = 6,510 SF.

**ROOF PLAN**  
 SCALE: 1/6" = 1'-0"



**COURTHOUSE ROOF STUDY FOR:  
 BROWN COUNTY  
 GREEN BAY, WISCONSIN**

PROJECT 5968

DATE 8/22/09

DRAWING 1

VERIFY EXISTING DATA AT SITE

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ARCHITECTS, ENGINEERS, CONSTRUCTION SERVICES  
 SOMERVILLE, INC. - 2100 RIVERSIDE DRIVE - GREEN BAY, WISCONSIN - 54301-2380  
 (920) 437-8136 WWW.SOMERVILLEINC.COM FAX (920) 437-1131

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# Facility and Park Management - Major Projects 2010

3/24/2010

Major Projects	Budget	Account	Schedule	Status
<b>Arena Complex</b>				
1 Arena Repair Brick Walkways	\$ 10,000	Arena Capital Fund	3rd Qtr 2010	Planning
2 Arena Snow Protection	\$ 18,500	Arena Capital Fund	1st Qtr 2010	Complete, Feb 2010
3 Resch Double Doors South East	\$ 7,500	Arena Capital Fund	3rd Qtr 2010	Planning
4 Resch Replace Rigging Net	\$ 24,000	Arena Capital Fund	3rd Qtr 2010	Planning
5 Shopko Replace Lobby OS Doors	\$ 37,000	Arena Capital Fund	3rd Qtr 2010	Planning
6 Resch R-22 to R90 Study	TBD	Arena Capital Fund	3rd Qtr 2010	Planning
7 Resch Floor Repair	TBD	Resch Maint Fund	2011	Planning
Total Arena Projects	\$ 97,000			
<b>Facility Building Projects</b>				
1 911 Communications Center	\$ 5,209,775	2008 Capital Bond	2nd Qtr 2009	Construction Completed June 2009
Open items				LEED Certification ECD 4th Qtr 2010
2 Community Treatment Center	\$ 20,930,000	2008 Capital Bond	4th Qtr 2009	Construction Complete Oct 2009
Open items				Final Commissioning scheduled for August 2010; LEED Certification ECD 4th Qtr 2010
<b>Facility Management</b>				
1 Courthouse Roof/Interiors Repair	\$ 250,000	2010 Capital Bond	4th Qtr 2010	Planning
2 Courthouse Wiring	\$ 200,000	2010 Capital Bond	4th Qtr 2010	Planning
3 Courthouse Hearing Rooms	\$ 372,000	2009 Capital Bond	3rd Qtr 2010	Architect selected Jan 2010, Design in work
4 Clerk of Courts Renovation	\$ 137,000	2009 Capital Bond	3rd Qtr 2010	Architect selected Jan 2010, Design in work
5 County Clerk Office Remodeling	\$ 28,000	2009 Carryover	4th Qtr 2010	Conceptual design changes in work
6 CHS: Office renovation	\$ 20,000	2010 Non Outlay	4th Qtr 2010	Planning
7 MET Tower	\$ 35,000	2009 Carryover	4th Qtr 2010	Planning
8 Jail Solar Hot Water	\$ 258,000	2010 Capital Bond, Block Grant, FOE Grant	1st Qtr 2011	Planning
9 Library Energy Efficiency Projects	\$ 50,000	2009 Carryover, Block Grant, FOE Grant	2nd Qtr 2010	Implementation in work
10 Brown County Energy Efficiency Projects	\$ 243,625	2010 Building Repairs, Block Grant, FOE grant	4th Qtr 2010	Low cost in development/implementation, High cost in planning
11 Library Upgrade PreDesign/Repairs	\$ 150,000	2009 Capital Bond	2nd Qtr 2010	Making architect selection in March
12 CHS: Cameras (NB 8, Sophie 9)	\$ 16,814	2009 Carryover	2nd Qtr 2010	Contract to be awarded
13 CHS: FOE Projects - Fan upgrades to VFDs	\$ 10,000	Outlay Equipment	3rd Qtr 2010	Planning
14 SB: Network controller upgrade	\$ 25,000	Outlay Equipment	3rd Qtr 2010	Planning
15 CHS: Carpet	\$ 10,000	Building Repair		Planning
16 CHS: Furniture	\$ 10,000	Building Supplies		Planning
17 CHS: Hybrid vehicle	\$ 30,000	2010 Outlay Equipment/Grants		Planning
18 CHS: Powered scissors lift	\$ 12,000	Outlay Equipment	2nd Qtr 2010	Pricing
19 DC: HOF shelving	\$ 8,225	Outlay Equipment	2nd Qtr 2010	Pricing
20 JL: Sewage grinder	\$ 25,000	Outlay Equipment	2nd Qtr 2010	Specifications
21 MU: Fountain repair	\$ 6,000	Grounds	2nd Qtr 2010	Bids
22 SC: Roof Replacement	\$ 60,000	2009 Capital Outlay	1st Qtr 2010	Work Complete Dec 2009
Total FM Projects	\$ 1,921,664			

# Facility and Park Management - Major Projects 2010

Parks Management							
1	Utility Cart replacement at Fairgrounds	\$	20,000	2010 Park Outlay	2nd Qtr 2010	Planning	
2	Utility Cart replacement at Reforestation Camp	\$	9,800	2010 Park Outlay	2nd Qtr 2010	Planning	
3	Playground Development/Renovation Initiative	\$	125,000	2010 Park Trust Special Revenue	4th Qtr 2010	Planning	
4	PV System at Barkhausen	\$	90,000	2010 Park Outlay, EECBG/FOE Grant	4th Qtr 2010	Specifications in work	
5	Bay Shore Launch Master Plan	\$	20,000	2010 Boat Launch Special Revenue	4th Qtr 2010	Planning	
6	Wrightstown Dredging	\$	40,000	2008 Boat Launch Outlay	4th Qtr 2010	Planning	
7	Barkhausen Insulation	\$	15,000	2010 Building Repairs, FOE grant	3rd Qtr 2010	Planning	
8	Suamico River Bridge	\$	115,600	2007 DNR Grant	4th Qtr 2010	Planning	
9	Way-Morr Parking Lot Renovation	\$	112,250	2008 Capital Bonding	2nd Qtr 2010	Partially completed 2009; Install finish coat 2010	
10	Roof/Skylights - Barkhausen Interpretive Center	\$	62,890	2009 Park Outlay	1st Qtr 2010	Completed Jan 2010	
11	Fox River Trail Asphalt Installation	\$	260,000	2009 TE ARRA Grant	2nd Qtr 2010	State Let. Design Services Complete	
12	Wind Turbine at Bay Shore	\$	230,000	2010 Park Outlay, EECBG/FOE Grant	1st Qtr 2011	Feasibility Study in work	
13	Upper Parking Lot gate at Reforestation Camp	\$	11,000	2010 Park Outlay	2nd Qtr 2010	Planning	
14	Replace Haller's Creek Culverts	\$	6,000	2010 Park Grounds	2nd Qtr 2010	Planning	
15	Replace Fairgrounds Horse Barn Roof	\$	45,000	2010 Park Outlay	3rd Qtr 2010	Planning	
16	Pamperin Snow Plow	\$	6,000	2010 Park Outlay	1st Qtr 2010	Complete. Received Feb 2010	
17	Building Roof Analysis	\$	10,000	2010 Professional Services	3rd Qtr 2010	Planning	
18	Fonferek Glen Parking	\$	50,000	2010 Capital Bond	4th Qtr 2010	Planning	
19	11 Foot Mower	\$	30,500	2010 Park Outlay	2nd Qtr 2010	Planning	
Total Park Projects		\$	1,259,040				